



CITY OF BUFFALO

65 Niagara Sq. City Hall Room 301 Buffalo, NY 14202

Phone (715) 851-4078 Fax (716) 851-4952

All information on this form is public record

BUSINESS LICENSE APPLICATION

☐ **Used Car Dealer** fee \$300.00
COMMON COUNCIL REQUIRED

☐ **Second Hand Dealer** fee \$200.00
COMMON COUNCIL REQUIRED

☐ **Scrap Processor** fee \$215.00
COMMON COUNCIL REQUIRED

☐ **Wholesale Junk Dealer** fee \$400.00
COMMON COUNCIL REQUIRED

☐ **Tire Handler I** fee \$250.00
10 -1000 tires

☐ **Tire Handler II** fee \$375.00

Include NYS Environmental Conservation Law
Part 360; **Storage plan and General Liability
Insurance** at least \$50,000 both for personal
injury and property damage, must contain 10
day cancellation clause with the certificate
holder as City of Buffalo, Office of Licenses
Room 301, Buffalo NY 14202

Tire Storage Information

Inside Storage ____ yes ____ no

Outside Storage ____ yes ____ no

☐ **Flee Market** fee \$215.00
COMMON COUNCIL REQUIRED

Corporation Name _____ **Business Phone** () ____ - _____

Business Name (dba) _____ **Business Fax** () ____ - _____

Business Address (no PO Box) _____

Mailing Address (if different) _____

NYS Tax ID # _____ **Business Website** _____ **E-Mail** _____

Owner(s)/ Principal Partners

Applicant (last, first) _____ **Home Phone** _____

Home Address: (PO Box not acceptable) _____

Date of birth _____ **Place of Birth** _____

Co-Applicant (last, first) _____ **Home Phone** _____

Home Address: (PO Box not acceptable) _____

Date of birth _____ **Place of Birth** _____

Describe your specific business activity in detail. _____

Subscribed and sworn to before me
this ____ day of ____ 20 ____

Commissioner of Deeds in and for the
City of Buffalo, New York

I am aware of the obligation to provide timely notice of any change in required information, and I have informed all owners, managers, or other principals of their criminal and/or civic responsibility for the timely fulfillment of restrictions and conditions to the license or timely abatement of any nuisance activity at or associated with the business.

As an authorized agent of the entity identified above, I certify the information on this form is true, correct, complete and current to the best of my knowledge and belief.

Print Name _____

Signature _____

Date _____



CITY OF BUFFALO - BUSINESS LICENSE APPLICATION

65 Niagara Sq. City Hall Room 301 Buffalo, NY 14202
Phone (715) 851-4078 Fax (716) 851/4952

REQUIRED COPIES of DOCUMENTATION with BUSINESS LICENSE APPLICATION

- ☐ **Copy of** current **Government Issued Photo Identification**
(i.e. Driver's License or Green Card)
- ☐ **Copy of** current **Utility Bill** listing applicant's home address
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Copy of** **New York State Tax ID Certificate** *or* **Social Security Number**
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Copy of** **DBA (Business Certificate)** *or* **Corporate Filing Receipt**
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Copy of** **Proof of Ownership of Property (Deed)** for **Business** location
or a Commercial Lease Agreement
(*not required for personal license, i.e., taxi driver, peddler, etc.*)
- ☐ **Submit a Police Record Check for**

Auctioneer	Second Hand Dealer
Collection Agency	Scrap Processor
Arcade	Tire Handler
Public Dance Hall	Used Car Dealer
Restaurant Dance	Pawn Broker
Landscape/Snow Removal	Lodging House
Tow Tuck	Lodging House Agent
Taxi Cab Driver	Flee Market
- ☐ **Complete Application Form**
- ☐ **Complete New License Affidavit**
- ☐ **Submit Required Documentation with Fee**
- ☐ **Sign Council Notification Form**



CITY OF BUFFALO

PERMIT & INSPECTION SERVICES

OFFICE OF LICENSES

BYRON W. BROWN
Mayor

JAMES COMERFORD, Jr.
Commissioner

65 Niagara Square 301 City Hall, Buffalo, NY 14202
(716) 851-4078 FAX (716) 851-4952 www.city-buffalo.com

HOUSING COURT VIOLATION LICENSE APPLICATION AFFIDAVIT

I, _____ have submitted a License Application(s)
(print applicant name)

with the City of Buffalo's Office of Licenses at: _____
(business location)

I am applying for the following license types: _____.

By signing this affidavit, I do hereby attest to the fact that neither I nor any partners and/or corporate officers of this business entity have any existing and/or pending City of Buffalo Housing Court proceedings against the property listed above nor any other properties owned in the City of Buffalo. I further understand that if, or any reason, the Office of Licenses finds this information to be inaccurate; that the City of Buffalo reserves the right to deny the issuance of any and all City of Buffalo Licenses requested to operate this business entity.

NEW LICENSE APPLICATION AFFIDAVIT

I am aware that it is a violation of city ordinances to operate my business establishment without all required licenses, and that I must not open and/or operate my business establishment until said time that all the required licenses have been issued. I further understand, that if for any reason, the Office of Licenses deems my business establishment to have been open and/or operated prior to the issuance of all required city licenses, that this shall constitute a violation of city ordinances and said violation shall be cause to deny the issuance of any and all city licenses required to operate my business establishment.

Subscribed and sworn before me this
_____ day of _____ 20 ____

Applicant Signature

Commissioner of Deeds in and for the City of Buffalo